



RICB
"Your partner for growth and security"

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ROYAL INSURANCE CORPORATION OF BHUTAN LTD.

No. RICB/CO/HRD(03)/2026/ 11806

Date: 07/08/2026

The Royal Insurance Corporation of Bhutan Limited is pleased to announce the following vacancy:

Sl No	Position	Type of Employment	Qualification and Criteria	Gross Salary	Slot	Grade
1	Company Secretary	Regular	*A minimum of bachelor's degree in Law or professional Accountant Certificate from a recognized university with minimum of 7 years of job experience. * Preference will be given to candidates with knowledge on corporate/Business Law and who has obtained Company Secretary Certification from the Corporate Regulatory Authority (CRA), under the Registrar of Companies.	Nu. 91,372/-	1	M4

Corporate Office, Thimphu, Post Box No 315 EPABX: +975 02 321161/323487

eMail: contactus@ricb.bt Visit us @ www.ricb.bt Call us @ 1818



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ROYAL INSURANCE CORPORATION OF BHUTAN LTD.

NB:

- i. RIBC shall not be responsible for disqualification of any applicants due to non-submission of complete documents and required information.
- ii. Certificate/Degree obtained through distance learning shall not be accepted.
- iii. The shortlisted candidates will be notified through phone call/email.
- iv. Shortlisted applicants must produce original documents during the interview.
- iv. For further information please contact the Human Resource Division, RIBC, Thimphu at +975-17291206/ 77345181 during office hours.

All eligible candidates may apply to through <https://thegateway.bt> on or before 21st of August, 2026 (before 5.00 pm).



Management

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